

CENTRAL BUSINESS IMPROVEMENT DISTRICT
FORT SMITH, ARKANSAS

Tuesday, June 19, 2018
Area Agency on Aging, 524 Garrison Avenue
Fort Smith, Arkansas
7th Floor Board Room

Meeting Minutes

The Fort Smith Central Business Improvement District Commission's regular meeting was scheduled for 9:30 a.m. on Tuesday, June 19, 2018, in the 7th floor board room of the Area Agency on Aging building, 524 Garrison Avenue, Fort Smith, Arkansas.

The meeting was called to order by Bill Hanna, Chairperson. Mr. Hanna noted that a quorum was present. Also in attendance were commissioners Sam Sicard, Phil White, Jeff Pryor, Rodney Ghan, Steve Clark, Richard Griffin, and Lee Ann Vick. Others in attendance included Wally Bailey and Brenda Andrews with the Fort Smith Planning Department.

Mr. Ghan moved approval of the minutes of May 15, 2018, regular meeting. The motion was seconded by Mr. Sicard and carried unanimously.

Mr. Sicard delivered the Treasurer's report for the month of May 2018, such documents being previously provided for the commissioners' review. As of May 31, 2018, the total cash-on-hand for the CBID amounted to \$92,200.95. Restricted funds comprised \$23,439.90 of the total cash. The total cash net of restricted funds amounted to \$68,761.05. Mr. Clark moved acceptance of the treasurer's report. The motion was seconded by Mr. White and carried unanimously.

Talicia Richardson, Executive Director of 64.6 Downtown, reported that she would be meeting with city officials to discuss the downtown traffic study and the form-based code and would give the CBID an update at their next meeting. In response to a question from Mr. White, Ms. Richardson stated that her priority would be to work with the city officials to implement the form based code.

The commission then reviewed the Neighborhood Services report, CBID business license report, and open permit reports. Wally Bailey responded to questions regarding auto-related businesses in and near the CBID that may be operating without a business license or illegally operating auto salvage and auto holding yard operations. Mr. Bailey explained the enforcement process and stated that the planning department had been in contact with the property owners and business owners at 221 Towson, 301 Towson, and 301 South 12th Street regarding unlicensed auto related activities. He stated that the planning department will be following up with these businesses to resolve the violations as quickly as possible.

Regarding the Neighborhood Services report, Ms. Vick questioned what progress was being made at 815 North B Street. Mr. Bailey stated that he would provide a more detailed report of the work that has occurred on this property at the next meeting.

Doug Reinert, Parks & Recreation Director, reported that the downtown splash pad was well attended and the skate park on Riverfront Drive was under construction with an estimated September completion. He also reported that the Gregg Smith River Trail extension to the Fort Smith City Park was underway and when completed, a 6.5 mile trail system from the River Park to the Fort Smith Park would be in place. Mr. Reinert also stated that renovations to the Fort Smith Park were underway including a fishing pavilion, inclusive playground equipment, and volleyball courts. He noted that bathrooms were not part of the renovation due to vandalism and security concerns. Mr. Reinert also reported that the soccer fields on Riverfront Drive were usable, but due to a needed easement from the adjacent railroad property, construction on a water line and restrooms had not been initiated.

Mr. Hanna then led the discussion regarding a request by Steve Clark, Board Chair of 64.6 Downtown, for the CBID to reallocate \$18,000 dedicated over a three-year period to 64.6 personnel to the downtown traffic study. Mr. Hanna stated that the study would cost approximately \$160,000. Mr. White moved to reallocate \$20,000 now to the traffic study. The motion was seconded by Mr. Ghan and carried unanimously.

The CBID next considered a variance request by KMW Properties to demolish a portion of the former Shipley Bakery building at 63 South 6th Street and install architectural metal panels on the west, south, and east facades. The building would be utilized as an event center. Shannon Reith with Studio 6 presented the variance request stating that the first phase of the renovation included bathrooms, a catering kitchen, tap room, and a deck for outdoor seating. Following discussion of the project, Mr. Sicard moved to approve the demolition request. The motion was seconded by Mr. Clark and carried unanimously. Mr. Ghan moved to approve the variance request for the metal panels. The motion was seconded by Mr. Clark and the motion carried unanimously.

The next meeting of the CBID Commission is scheduled for July 17, 2018. There being no further business before the Commission, the meeting adjourned at approximately 10:20 a.m.

Respectfully submitted,



Jeff Dingman
Deputy City Administrator